

# PANTHER RUN ELEMENTARY SCHOOL DISCIPLINE PLAN

## I. School Philosophy:

A schoolwide discipline plan is an approach to managing and changing student behavior by using strategies that are supportive, corrective, and preventative in achieving order and control, while at the same time creating a positive classroom climate for all students. In alignment with the Broward County Public Schools Elementary Code of Student Conduct Handbook and SBBC Discipline Matrix, the following guidelines outline consequences to deal with inappropriate behavior at Panther Run Elementary School. (Students, staff members and parents are expected to be familiar with these guidelines that are found on pages 10 through 13.) District Matrix of incidents, actions, and interventions is used according to guidelines for all infractions.

As established in our school plans, the entire school adheres to the following guidelines:

1. **Respect the rights and properties of others.**
2. **Be responsible for your behavior.**
3. **Listen and follow directions.**
4. **Always try to do your best.**

**REMEMBER -- ATTITUDE IS EVERYTHING!**

## **Steps For Classroom Implementation**

The following steps should be followed in order. The teacher when handling infractions prior to the use of an administrative referral will use them.

\*\*\*There may be incidents where the teacher must request immediate assistance from administration, i.e., fighting. A student referral form will be used for this.

1. **In Class Behavior Plan With Consequences**
2. **Student Conference**
3. **Teacher Buddy System**
4. **Parent Notification Letter**
5. **Parent/Teacher Conference**
6. **Behavior Plan/Contract developed for the particular student**

**The following schoolwide rules have been adopted:**

### **GENERAL RULES:**

- \* Obey all teachers, associates or adults in charge.
- \* Listen to the patrols that are there to assist you.
- \* Students are not permitted to move from place to place during the school day without a pass.
- \* Students are to go directly home after school unless otherwise directed by parents.
- \* Students must observe the dress code as outlined in the Code of Conduct Book.
- \* Bike riders must observe the bike rules, walk bikes on campus, park bikes neatly in the bike rack, enter and exit the bike rack area in an orderly manner, and respect other's bikes.

### **HALLWAYS & WALKWAYS:**

- \* Walk quietly and in an orderly manner.
- \* Keep hands by our side.
- \* Keep hands and feet and objects away from the walls.
- \* Walk to the right in a single file when moving in groups.
- \* When walking to specials or the cafeteria, classes are to stay with the teacher until they reach their destination.

### **PLAYGROUND:**

- \* Classes are to be supervised by a teacher or paraprofessional at all times.
- \* Observe game and playground rules as explained by the teacher.
- \* Show respect for others, be courteous and a good sport.
- \* Keep rocks, twigs, branches, etc., on the ground.
- \* Show pride in our school by keeping the building and grounds free from litter.

### **PROGRAMS AND ASSEMBLIES:**

- \* Follow the teacher's directions regarding where to sit.
- \* Wait quietly for the program to begin.
- \* Demonstrate respectful behavior by listening, participating, and following directions.
- \* Applaud at the appropriate times.
- \* Never boo, whistle, or yell during a performance.
- \* Remain seated until the teacher gives the signal to stand.

### **GENERAL SCHOOL SUPERVISION:**

- \* Paraprofessional and Support Staff monitor school parking lots during student arrival (NOT before 7:30 a.m.) and at student dismissal times.
- \* Students are NOT allowed on campus prior to 7:30 a.m. UNLESS THEY ARE ENROLLED IN THE BEFORE CARE SCHOOL PROGRAM.

### **CAFETERIA -- CAFETERIA INCENTIVE PLAN:**

#### **When entering the cafeteria:**

- \* Walk quietly and arrive on time.
- \* Be prepared by having your money out and your cafeteria number memorized.

#### **When quietly seated:**

- \* Use a quiet inside voice while talking to your friends.
- \* Remain seated the entire lunchtime.
- \* Raise your hand if you need help.
- \* Always use appropriate eating manners.
- \* Show respect for others by cleaning up after yourself.

#### **Before leaving the cafeteria, wait until your teacher arrives at the table and then:**

- \* Clean all garbage on top, around, and under the table.

- \* Exit your table quietly while taking your food to the somat.
- \* Stand calmly as you prepare to exit the cafeteria.

**Schoolwide Behavioral Related Definitions:**

**1. Disrespectful Behavior**

- A. Obscene or threatening language or behavior; written or verbal
- B. Defiance of authority
- C. Gestures - obscene

**Consequences:**

- First Offense: Teacher / student conference; parent notified.
- Second Offense: Referral to Guidance Office; parent notified; parent conference.
- Third Offense for same behavior: Referral to administrators; parent contact; Parent / Teacher / Student Conference; Internal Suspension.

**2. Physical Aggression**

- A. Physical Aggression with intent to do bodily harm; *Definition of physical aggression and fighting - aggressive physical contact between two individuals with the capability of doing bodily harm.*
- B. Battery, threat or intent to do bodily harm to adults will consist of immediate action by administration.

**CONSEQUENCES**

- First Offense: Referral to Guidance Office; parent contact; Conflict Mediation / Resolution; Guidance Counselor will decide the necessary action to take.
- Second Offense: Referral to Administration; Conference with parent/student / teacher; Administrator will decide the necessary action to take.

**3. Serious Infractions**

Weapons, Violence, Drugs, etc., as defined in the Broward County Public School Code of Student Conduct Handbook, are prohibited because they disrupt the safe environment of Panther Run Elementary School.

**CONSEQUENCE**

- Consequences as outlined by School Board Policy will be implemented.

**4. Bus**

Students must follow the bus safety rules and procedures as indicated by the transportation agreement and the Broward County Public Schools Elementary Code of Student Conduct Handbook when being transported to and from school because all students have the right to be safe.

**CONSEQUENCES (District Bus Behavior Rules and policies)**

- First Bus Referral: Student conference, with guidance counselor / or assistant principal - parent contacted. (Depending on level of infraction follow District Behavior Rules and policies)
- Second Bus Referral: Student conference, parent contacted/ conference, referred to Administration. (Depending on level of infraction follow District Behavior Rules and policies)
- Third Bus Referral: Parent contacted / conference, bus suspension (1 day).
- Depending on level of infraction follow District Behavior Rules and policies with regard to suspensions.

## 5. Kindergarten Guidelines for Behavior

Children in Kindergarten will follow the rules posted in each classroom.

- If a child breaks a rule or uses inappropriate language the following will happen:
  1. Verbal warning.
  2. Time out in classroom / time out in another teachers room / teacher can give time out from recess.
  3. Form note home (see attached).
  4. Referral to office to see guidance or an administrator.
- If a child in kindergarten uses physical actions or aggression towards another child with intent to harm such as hitting, pinching, kicking, then we will implement the following:
  1. Verbal warning and parent contact.
  2. Referral to office, guidance then principal.

If a child has received three behavioral referrals, the teacher will refer the student to the child study team where an individual behavior plan may be created.

## 6. Field Trips

Students may be denied the privilege of participating in field trips, social and/or extra-curricular activities if said student(s) have been disruptive, violate the Elementary Code of Student Conduct Book, or fail to conform to school rules and regulations. The teacher shall make this initial decision. Teacher shall notify parents of behavior plan and contingencies. Administration shall have prior knowledge of such agreements.

### **Behavior Warranting Administrative/ Guidance Intervention:**

The following infractions will constitute immediate parental contact and will serve a detention or internal/external suspension.

#### 1. Disruption of Class/School Environment:

- Fighting
- Defiance
- Verbal Abuse

- Profanity
- Leaving class without following school procedures
- Multiple infractions that have not responded to interventions

**2. Referral Procedures for Disruption of Class/School Environment:**

1<sup>st</sup> Referral - Detention, parent notification/ conference prior to reentering class.

2<sup>nd</sup> Referral - Parent notification/ conference, detention/ internal suspension 1-3 days, depending on severity of infraction

3<sup>rd</sup> Referral -Parent notification/ conference, possible external suspension/ Alternative Suspension Program 1-3 days, depending on severity of infraction

**3. Threatening Safety of Staff and Students/Physical Assault:**

1<sup>st</sup> Referral -Parent notification conference, possible detention, internal or external suspension (1-3 days).

**4. Destruction of School or Personal Property:**

1<sup>st</sup> Referral - Detention, parent notification/ conference prior to reentering class.

2<sup>nd</sup> Referral - Parent notification/ conference, internal suspension (1-3 days).

3<sup>rd</sup> Referral -Parent notification/ conference, possible external suspension (1-3 days).

**II. Data Analysis:**

Administration maintains a FileMaker Pro student database, which has layouts for discipline incidents, referrals, interventions and consequences. This database also has layouts for interventions by Guidance, School Social Worker, and Zone Family Counselor and Behavior Support Personnel. Data reports can be pulled in this database to analyze repeat offenses, number of referrals by teacher, etc.

The Assistant Principal and/or IMT record discipline incidents in both the school's database and TERMS.

Although, the school does not experience a significant number of behavior referrals, should situations arise in which behavioral incidents occur they would be analyzed and appropriate modifications would be made as needed.

**III. Community/Parent Involvement:**

At the beginning of each school year, teachers review their classroom rules, expectations and consequences with students and parents. The Student Handbook, which has a discipline section, is available online at [www.pantherrun.com](http://www.pantherrun.com), along with the School Board of Broward County Student Code of Conduct.

When a student is involved in any behavioral infraction the parent is notified. Depending on the severity of the incident, parents are notified in writing, by

phone or in person. Teachers communicate nightly with parents using the student planners, notes home, and when necessary individualized daily/weekly behavioral plans.

Identified students, whose parents agree, are assigned youth mentors, and referred to counseling. When necessary the school Social Worker and Zone Behavioral Specialist and Family Counselors work with the student.

### **III. Behavior Support:**

All School Board Policies will be adhered to and implemented when implementing school rules and consequences and those rules and consequences outlined in the School Board of Broward County Student Code of Conduct. The District Matrix of incidents, actions, and interventions will be used according to guidelines for all infractions and incidents will be recorded in school database and TERMS as required.

Guidance Counselor trains students in Conflict/Peer Mediation. This strategy is used for minor infractions and disagreements between students. Contract is developed and implemented between affected students. Guidance Counselor and Assistant principal oversee this process.

Each classroom teacher has his or her own incentive plan for positive behavior rewards.

Monthly incentives are given, by class, for positive cafeteria behavior.

In addition to consequences mention for infractions in previous sections, ANY REFERRAL MAY CONSTITUTE THE LOSS OF PRIVILEGES INCLUDING:

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|--|-----------------|
| * SCHOOL HELPER  | * MESSENGERS    |
| * SUSPENSION FROM CLUBS  | * TOTS          |
| * LOSS OF ELIGIBILITY FOR FIELD TRIPS                                      | * SAFETY PATROL |
| * ANY OTHER ACTIONS DEEMED APPROPRIATE BY ADMINISTRATION AND TEACHER/STAFF |                 |

The Principal and Assistant Principal are responsible for all aspects of Discipline/Behavior Management in the school. The school Discipline Committee meets to review and update plan as needed throughout the school year. Each grade level has representation on this Committee.